



MILWAUKEE POLICE DEPARTMENT

STANDARD OPERATING PROCEDURE

060 – ANIMALS

GENERAL ORDER: 2007-05

ISSUED: May 15, 2012

EFFECTIVE: May 15, 2012

ACTION: Amends General Order 2007-05 (April 26, 2007)

060.00 PURPOSE

The purpose of this standard operating procedure is to provide instructions to Department members relative to the handling of animals and animal related incidents.

060.05 ABANDONED OR STRAY ANIMALS

A. Members shall make a reasonable effort to locate the owner of such animals.

B. MILWAUKEE AREA DOMESTIC ANIMAL CONTROL COMMISSION (MADACC)

1. The telephone number during business hours is 649-8640; REDACTED REDACTED The Milwaukee Area Domestic Animal Control Commission has established a web site at www.madacc.com that provides information and photographs of lost animals within the shelter.

2. Hours of Operation

Monday through Friday 8:00 a.m. to 10:30 p.m.

Saturday and Sunday 10:00 a.m. to 5:00 p.m.

3. During their hours of operation, MADACC will be responsible for the handling of:
 - Pickup of stray and exotic animals
 - Pickup of bite suspect animal for rabies quarantine observation
 - Pickup of sick and injured domestic and exotic animals
 - Pickup of seized and safekeeping animals for holding
 - Limited domestic animal rescue services
 - Limited trapping and capture of domestic animals
 - Limited chemical immobilization of domestic and exotic animals

4. REDACTED

a.

REDACTED

b.

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c. Drop-Off Procedure:

1. For strays, officers shall place the animal and a container of water into a vacant, appropriately sized, numbered kennel. There is a telephone on the north wall with an instruction sheet explaining how to leave a recorded message regarding the stray. Once completed, the officer can leave but must ensure the exit door is properly closed and secured.
2. For animals received due to safekeeping incidents (i.e., eviction, cruelty, or neglect), the above procedure is followed. However, a blue colored form titled *Police Request for Services* must also be completed and left in the provided repository. These forms are located near the telephone.
3. For animals that have bitten victims, the telephone procedure is again followed. However, a canary/goldenrod colored form titled *Bite Victim Information* must be completed and left in the repository.

d.

REDACTED

1.

REDACTED

2.

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3.

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C. DISTRICT STATION TEMPORARY KENNELS**1. Temporary Care**

As temporary facilities, district stations may hold stray animals when MADACC is closed. Animals shall be given food and water.

2. Citizen Drop-Offs

Citizens requesting to drop off stray animals shall be advised accordingly:

DISTRICT STATION	MADACC	ACTION
Kennels available	Open	Refer citizen to MADACC
Kennels available	Closed	MPD will take the animal
No kennels available	Open	Refer citizen to MADACC
No kennels available	Closed	Call other available districts and refer citizen to take animal there
No kennels available at <u>any</u> district station	Closed	Refer citizen to MADACC when they open

060.10 INVENTORY REPORT**A. REPORT REQUIRED**

When an animal is taken to a District Station, an *Inventory Report* (Form PP-32) shall be completed in accordance with SOP 560 Property.

B. ARRESTED PERSONS

When a person is arrested while in possession of an animal, arrangements shall be made to release such animal to a relative of the prisoner or other responsible person.

C. ANIMALS TURNED OVER TO MADACC

Animals that are not retrieved by a responsible party may be turned over to MADACC. If the animal is transported to MADACC during non-business hours, indicate on the Inventory Report, "T.O.T. MADACC" with the date and time.

060.15 ANIMAL BITES

Animal bites require investigation as to the type of animal and ownership for Health Department follow-up. Quarantine procedures as specified in Chapter 78 of the City Ordinances (usually for a period of 10-14 days) are necessary for observation purposes and possible medical treatment of the victim. Information is to be documented on a *Vicious Animal Report* (Form PV-1), filed in duplicate, and then faxed to the Department of Neighborhood Services at 286-5165. The original report shall be sent to Records Management and a copy sent interdepartmentally to the Department of Neighborhood Services –Lake Tower (4001 S. St.-2nd floor.)

060.20 SICK, INJURED, OR DEAD ANIMALS**A. DOMESTIC ANIMALS**

MADACC shall be responsible for handling sick or injured domestic animals.

B. WILD ANIMALS

Sick or injured wild animals shall be handled by the Wildlife Department of the Wisconsin Humane Society, 431-6204. They should also be contacted whenever wild animals present a hazardous situation (e.g., trapped inside a residence, etc.). The normal business hours for the Wildlife Department is Monday through Friday 8am-8pm; Saturday 8am-6pm; and Sunday 8am-5pm. After business hours, callers may be referred to the Wisconsin Humane Society website (www.wihumane.org), which offers tips on dealing with wildlife situations.

C. DEER

Deer will be handled by the Department of Natural Resources, 263-8500. Any incident involving a sick, injured, or dead deer that occurs after normal business hours should be referred to the on duty warden, who may be contacted at 1-800-847-9367.

D. DEAD ANIMALS

The Department of Sanitation shall be notified at 414-286-8282, option #3 to remove dead animals. In the case of dead deer, the Department of Natural Resources shall be notified.

E. DOMESTIC ANIMALS SHOT BY POLICE MEMBERS

1. Whenever a police member shoots an animal, the member must immediately call for a field supervisor of higher rank to respond to the scene. The field supervisor shall conduct a use of force investigation and file a *Use of Force Report* according to the guidelines in SOP 460.15.
2. The member must notify the Department of Sanitation at 414-286-8282, option # 3 to remove all domestic animals shot and killed by police members. The member must ensure that the dead animal is removed from the scene and properly secured before said member departs from the location where the shooting occurred.

060.25 DEER KILLED BY VEHICLES

- A. In the cases of vehicle-killed deer, the Milwaukee Police Department has been provided a supply of *Possession of Vehicle-Killed Deer Permits* (Form 9400-264) and metal carcass tags to facilitate the disposition of vehicle-killed or vehicle-struck deer.
- B. According to the State Department of Natural Resources (DNR), such deer may be disposed of pursuant to section NR 19.13 of the Wisconsin Administrative Code which provides:

"The driver of a motor vehicle involved in a vehicle-deer collision may have first priority to the deer killed. However, if the driver does not want to take possession of the deer, it may be given to another party at the scene of the accident by the DNR or its agents."

NOTE: In accordance with the Wisconsin Administrative Code, spotted fawns, white deer, and deer with antlers in velvet shall not be released. In such cases, officers shall contact the area warden.

- C. If there is a person on the scene, whether or not they were involved in the collision and if such person makes a request to the officer that he/she would like to take possession of the vehicle-killed deer, the investigating officer shall tag the deer and issue a permit for the deer to that person.
- D. If no person on the scene has requested possession of the deer, and if the Department has knowledge of person(s) who would come to the scene and request possession of the deer, the deer may be tagged and turned over to such person. In all cases, a citizen on the scene who requests possession of a car-killed deer shall have priority right to possession over the on-duty officer.

E. VEHICLE-KILLED DEER PERMIT

1. In all cases, officers shall issue *Possession of Vehicle-Killed Deer Permit* (Form 9400-264) and place a metal seal on the carcass of the deer. All deer permits issued in this area are for Deer Management Unit Number 76 and officers shall enter said number in the appropriate block on Form 9400-264. Officers shall give the original (white) copy to the permittee, ensure that the yellow copy is forwarded to the warden, and retain the pink copy for district files.
2. This form is to be used for vehicle-killed deer, only. Should a deer be disposed of for any other valid reason, such as being killed in a building or in a residential neighborhood, the respective area warden shall be contacted. Such deer carcasses may be moved or transported as need be by Department personnel. DNR personnel will take responsibility for the carcass.
3. A supply of *Possession of Vehicle-Killed Deer Permits* as well as the metal carcass tags are available at the Fourth District Station.

060.30 INJURED HORSES OR SURREY ANIMALS

Whenever a horse and/or surrey animal is injured in an accident so severely that an officer believes euthanasia may be necessary, they shall immediately contact the horse and surrey livery permittee, inform the permittee of the situation and, in consultation with the permittee, determine whether euthanasia is required.

A. EUTHANASIA BY VETERINARIAN

If the officer and the permittee agree that euthanasia is required and determine that the licensed veterinarian on call is able to come to the accident site in a period of time that will not prolong excessive suffering by the animal, the permittee shall immediately summon the veterinarian to the accident site. Euthanasia shall then be permitted only when both of the following conditions are met:

1. The euthanasia is performed by a veterinarian licensed by the state of Wisconsin who concurs with the determination of the police department and the permittee that euthanasia is necessary.
2. The euthanasia is administered by painless lethal injection.

B. EUTHANASIA BY OFFICER

An officer may euthanize a horse and surrey animal with close-range gunfire directed at the animal's brain under any of the following circumstances:

1. The officer and the permittee agree that euthanasia is required but determine that the veterinarian cannot come to the accident site in a period of time that will not prolong excessive suffering by the animal.
2. The officer is unable to make contact with the permittee, and determines that, in order to prevent excessive suffering by the animal, the animal must be euthanized immediately.
3. The officer determines that the animal poses an immediate and serious threat to public safety.



EDWARD A. FLYNN
CHIEF OF POLICE

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